

## PUBLIC EVENT PERMIT APPLICATION

City of Somerville, Commonwealth of Massachusetts

Date 10-13-10

To the Honorable, the Board of Aldermen of the City of Somerville:

The undersigned requests permission to conduct the following event. This permission will only be effective for the listed location and time, and will be subject to all of the terms, conditions, and limitations set forth in the Somerville Code of Ordinances, any applicable State and Federal laws, and any conditions prescribed by the Board of Aldermen and/or City Departments. Any charges incurred will be the sole responsibility of the applicant and must be paid in full prior to the event.

Event name ACT! Earth Campaign Kickoff

Description Honeywell + the City are hosting a "Sustainability fair"  
With music, educational games + raffles.

Location SHS concourse - atrium side - and parking lot.

Date and time Thursday, October 28th, 1:30 - 3:30pm

Rain date and time (if applicable) N/A

Estimated maximum attendance at any one time 200

Attendee fees or suggested donations N/A

Organization name City of Somerville

Mailing address Mayor's Office (Attn: Jackie)

Telephone X2644

Have you made any arrangements for:

Auxiliary Police?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	If yes, describe <u>will contact SPD</u>
Security?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	If yes, describe _____
Parking?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	If yes, describe _____
Food?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	If yes, describe <u>catered / snack foods / not for sale</u>
Restrooms?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	If yes, describe _____
Liability Insurance?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	If yes, describe _____

Note the following Conditions:

1. The event must not obstruct or inhibit the flow of vehicles or pedestrians except for road closures or detours permitted herein, or as directed by Police Officers or Auxiliary Police Officers.
2. Any road closures or detours must be approved in advance by the Traffic and Parking Director, and must be implemented with traffic controls specified by the Traffic and Parking Department. Such controls, and any displays or items placed on any street, shall be movable at all times. Vehicles will not be used as traffic controls. If the applicant requires the use of signage loaned by the Traffic and Parking Department, a security deposit will be required to ensure that the signage is returned.

3. If the event is a road race, the applicant will provide race monitors where required by the Police. The applicant will not make permanent marks on the roadway or sidewalk using paint or other indelible materials. Use of chalk will be acceptable. The applicant will pay the cost of removing any indelible marks placed on the roadway or sidewalk.
4. If the event is a running drive, the applicant will provide adult monitors at each location, and will maintain a copy of the approved permit at each location.
5. If the event includes a musical performance, the performance will not occur before 9:00 AM or after 10:00 PM, nor at any time on Sunday, nor within 300 feet of any building from which an occupant asks that the performance desist.

The applicant hereby states that this is a true description of the event and acknowledges and agrees to adhere to the conditions described above and in the Departmental approvals below.

Applicant signature [Signature] Date 10-13-10  
 Applicant name (print) JACKIE ROSSETTI Applicant phone 82614  
 Event name (taken from page 1) ACT! Earth Campaign Kickoff

Obtain the signatures below before submitting this form to the City Clerk for consideration by the Board of Aldermen.

<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied Date <u>10/14/2010</u> Police Chief or Designee Conditions: <u>Police Personnel will be on location to assist.</u>	<input type="checkbox"/> Approved <input type="checkbox"/> Denied Date _____ Chief Fire Engineer or Designee Conditions: _____
<input type="checkbox"/> Approved <input type="checkbox"/> Denied Date _____ Traffic and Parking Director or Designee Conditions: _____	<input type="checkbox"/> Approved <input type="checkbox"/> Denied Date _____ DPW Commissioner or Designee Conditions: _____

Obtain the signatures below if the applicant will be providing food to attendees. Not needed for block parties.

<input type="checkbox"/> Approved <input type="checkbox"/> Denied Date _____ Health Inspector or Designee Conditions: _____
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Once signed, the Department should:

- ☐ Contact the applicant at the phone number above to arrange for pick-up.
- ☐ Fax the application (no cover page) to the following fax number: \_\_\_\_\_
- ☒ Fax the application to the City Clerk at 617 625-4239.

3. If the event is a road race, the applicant will provide race monitors where required by the Police. The applicant will not make permanent marks on the roadway or sidewalk using paint or other indelible materials. Use of chalk will be acceptable. The applicant will pay the cost of removing any indelible marks placed on the roadway or sidewalk.
4. If the event is a canning drive, the applicant will provide adult monitors at each location, and will maintain a copy of the approved permit at each location.
5. If the event includes a musical performance, the performance will not occur before 9:00 AM or after 10:00 PM, nor at any time on Sunday, nor within 300 feet of any building from which an occupant asks that the performance desist.

The applicant hereby states that this is a true description of the event and acknowledges and agrees to adhere to the conditions described above and in the Departmental approvals below.

Applicant signature [Signature] Date 10-13-10  
 Applicant name (print) JAMIE ROSSETTI Applicant phone 826-114  
 Event name (taken from page 1) ACT! Earth Campaign Kickoff

Obtain the signatures below before submitting this form to the City Clerk for consideration by the Board of Aldermen.

Approved _____ Denied _____ Date _____ Police Chief or Designee Conditions: _____ _____ _____	Approved _____ Denied _____ Date <u>10/13/10</u> <u>[Signature]</u> Chief Fire Engineer or Designee Conditions: _____ _____ _____
Approved _____ Denied _____ Date _____ Traffic and Parking Director or Designee Conditions: _____ _____ _____	Approved _____ Denied _____ Date _____ DPW Commissioner or Designee Conditions: _____ _____ _____

Obtain the signatures below if the applicant will be providing food to attendees. Not needed for block parties.

Approved _____ Denied _____ Date _____ Health Inspector or Designee Conditions: _____ _____ _____
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Once signed, the Department should:

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The applicant hereby states that this is a true description of the event and acknowledges and agrees to adhere to the conditions described above and in the Departmental approvals below.

Applicant signature *Jackie Rosselli* Date 10-13-10  
 Applicant name (print) JACKIE ROSSELLI Applicant phone 826014  
 Event name (taken from page 1) ACT! Earth Campaign Kickoff

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Approved _____ Denied _____ Date _____ Police Chief or Designee Conditions: _____ _____ _____	Approved _____ Denied _____ Date _____ Chief Fire Engineer or Designee Conditions: _____ _____ _____
Approved _____ Denied _____ Date <u>10-13-10</u> <u><i>Jackie Rosselli</i></u> Traffic and Parking Director or Designee Conditions: _____ _____ _____	Approved _____ Denied _____ Date _____ DPW Commissioner or Designee Conditions: _____ _____ _____

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Approved _____ Denied _____ Date _____ Health Inspector or Designee Conditions: _____ _____ _____
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